EDUCATION SECRETARIAT

Sanctions the Grant-in-aid Code of the Mysore Collegiate Education Department.

READ—

Correspondence ending with letter No. AC. IV/GIA/127-Part IV/63-64, dated 21st May 1964, from the Director of Collegiate Education, Bangalore.

ORDER No: ED 22 UGC 60, BANGALORE, DATED THE 7/12TH AUGUST 1964
(SHRAVANA 16/21, SAKA ERA 1886.)

The question of framing a uniform grant-in-aid code applicable to the entire new State had been under the consideration of the State Government for some time past.

2. After taking into consideration, the recommendations made by the Education Integration Committee in this behalf as also the need for uniform rules applicable to all the aided Colleges (Arts, Science and Commerce or Law) affiliated to the Mysore and the Karnatak Universities and the constituent Colleges of the Bangalore University, Government are pleased to sanction the accompanying Grant-in-Aid Code of the Mysore Collegiate Education Department. The new Code will come into effect from the current financial year and is applicable to all the aided Colleges (Arts, Science and Commerce or Law) affiliated to the Mysore and the Karnatak Universities and the constituent Colleges of the Bangalore University.

By Order and in the name of the Governor of Mysore,

B. R. VERMA,

Deputy Secretary to Government,
Education Department.

Annexure.

GOVERNMENNT OF MYSORE.

Grant-in-aid Code of the Mysore Collegiate Education Department.

CHAPTER I

INTRODUCTORY

With the object of encouraging private enterprise in higher education, provision is made annually in the State Budget for payment of grants-in-aid to affiliated Colleges under private management. The payments of such grants are subject to the rules in this Code.

2. Grants-in-aid cannot be claimed as a matter of right.

3. The grants are sanctioned by the Government except where the power is vested in the Director himself.

4. The rules in this Code shall be deemed to be supplementary to the rules laid down in the Mysore Financial Code, and any relaxation thereof requires the sanction of Government in the Finance Department.

5. The Government reserve to themselves the right of changing these rules and of interpreting their meaning in case of dispute. Government also reserve to themselves the right to refuse or to withdraw any grant at their entire discretion, notwithstanding the rules contained in this code.

CHAPTER II

DEFINITIONS

6. Unless the context requires otherwise, the following words and phrases used in this Code have the meanings hereby assigned to them :—

(a) 'College' means a private Arts, Science, Commerce or Law College affiliated to the University of Mysore or University of Bangalore or to the Karnatak University under the rules of such University and imparting sound secular instruction.

(b) 'Institution' means a college with a hostel or without hostel as the context may imply.

(c) 'Local Body' means a duly constituted local authority and recognised by Government as such.

(d) 'Management' means a person, a body of persons, a local body, or a Registered Association, a Managing Committee or Committees, maintaining one or more colleges and hostels, and registered and recognised as such by the Government.

(e) 'Director' means the Director of Collegiate Education in Mysore.

(f) 'Department' means the Department of Collegiate Education in Mysore.

(g) 'Prescribed' means prescribed under the rules in this Code.

(h) 'Year' means academical year or financial year as the context may imply.

(i) 'University' means the University of Bangalore, Mysore or the Karnatak University to which the College is affiliated.

CHAPTER III

GENERAL CONDITIONS OF GRANT-IN-AID

7. Every Institution on behalf of which grant-in-aid is sought shall be under the control of a 'Management' which shall undertake to be answerable for the maintenance of the Institution and for the due fulfilment of all the conditions of aid, as they stand from time to time.

8. The Management shall vest, in the Principal of the institution to transact with the Department the current bussiness of the Institutions on its behalf.

9. Every 'Management' shall be responsible :—

(i) to strictly fulfil in the case of a College, the conditions of affiliation as laid down in the statutes and ordinances of the University ;

(ii) to report to the Director without delay all changes in its Constitution and in the personnel of the Principals of the Colleges ;

(iii) to subject the colleges to the inspection of the officers of the Department designated for the purpose ;

(iv) to afford all convenience to the officers of the State Government and of the Indian Audit Department deputed to audit the initial and other accounts of the institutions and of the management ;

(v) to strictly abide by the instructions or verdict of the inspecting or auditing agencies referred to at (iii) and (iv) ;

(vi) to keep such accounts and render to the Department such returns and reports as may be prescribed by the Director from time to time ;

(vii) to give effect to any particular line of action indicated by the Department in regard to any matter affecting the institutions.

10. No grant will be payable to :

(i) a College which has not been affiliated ;

(ii) a College in respect of a new Department or course which has not been affiliated ;

(iii) an institution which refuses admission to any pupil merely on the ground of the caste or community to which he belongs or because the pupils have secured a low percentage of marks ;

(iv) to an Institution which takes part in political agitation directed against the authority of the Government, or inculcates opinions tending to excite feelings of political disloyalty or disaffection among the pupils ;

(v) to an Institution which is found guilty of falsification of its accounts or other records, of misrepresentation of facts including presentation of false claims and/or of commission of any other fraud or irregularity.

Note :—This is without prejudice to the discretion of the Department to deal with the management according to law.

(vi) to an Institution which spends any portion of its income for purposes unconnected with the institution.

Note :—In cases falling under clauses (iii) to (iv) *supra*, the Department reserves the right to withdraw, withhold, or reduce even grants already sanctioned.

11. The payment of grants is subject in all cases to the availability of funds in the State Budget under the detailed head concerned.

12. Applications for grant-in-aid shall in all cases contain a declaration signed by the Principal of the Institution on behalf of the Management, to the effect that the rules in this Code governing the payments of grants-in-aid are being and will be observed by the management, fully and faithfully.

CHAPTER IV

GRANTS TO COLLEGES

13. The following are the different types of grants payable to colleges subject to the general conditions laid down in Chapter III and the special procedure prescribed in this Chapter :—

(i) Teaching Grant (maintenance grant),

(ii) Grant towards loss of fee income ;

(iii) Building Grants ;

(iv) Equipment Grants ;

14. No grant of any kind shall be payable to a college which has a surplus or balance on hand of Rs. 1 lakh or more.

Note :—For the purposes of this Rule, the "Surplus or Balance on hand including that of the previous years" means the Opening Balance as exhibited in the Financial statement of account. This surpuls Balance should be used only with the specific approval of Government.

15. Applications for the grants shall be made in the prescribed forms and in the manner indicated in respect of each. Supplementary instructions to be complied with in making such applications are indicated in the forms themselves. After sanction the grants should be drawn in Grant-in-aid Bill Form (*vide* Art. 162 M. F. C.) supported by such additional information or document(s) as may have been prescribed and duly countersigned by the competent authority.

TEACHING GRANT (MAINTENANCE GRANT)

16. (a) The amount of grant to be paid in any one year to the College shall not exceed 2/3rds of the excess of 'approved maintenance expenditure' over the 'direct receipts' (as detailed in Rule 17 *infra*).

(b) The payment of grants is however subject to the following conditions :—

(i) that the College had an average daily attendance per term of not less than eighty pupils ;

(ii) that the college worked during each term for not less than the number of working days fixed by the University.

(iii) that the scales of pay of the staff including the number of posts in each category of the College were not more than those prescribed for similar staff and work respectively, in Government Colleges of the same category and that Dearness allowance was paid at the rates and in accordance with the rules prescribed by the Government for their servants.

(iv) that the qualifications of the members of the staff were the same as those prescribed for corresponding posts in Government Colleges and their service conditions were not more favourable than those applicable to similar staff in Government Colleges of the same category;

(v) the maximum amount of grant admissible shall not be more than ½ of the "Approved maintenance Expenditure".

Note below Rule 16 (v)

If the margin of surplus representing the difference in the amount of fees actually charged and the amount of fees reckoned for calculation of grant exceeds 10% of the total amount of admissible expenditure than the excess should be treated as receipt of the institution for purpose of sanctioning the grant.

17. The items of expenditure that are to be treated as 'Approved Maintenance Expenditure' and the items of receipts which are to be considered as 'Direct Receipts' for this purpose are detailed in Appendix I.

18. The Teaching grant or maintenance grant for a year will be calculated on the "Approved Maintenance Expenditure" of that year as certified by the approved auditors and accepted by the Department. As the figures for this purpose will become available only after the close of the year after the accounts of the College for the year are audited, 'on account' grants equal to 50% of the final grant sanctioned for the previous year or 50% of the probable grant due for that year based on the Budget Estimates of the year, whichever is less, may be paid in October. Such "on account" grants paid should be adjusted out of the final grants sanctioned and paid during the following year.

19. The application for the grant shall be made in Form C. G.C. 1 on or before the 1st August of the following year duly supported by the audited financial statement of accounts for the year in the manner laid down in Appendix II. In the case of new College(s) requiring 'on account' grants for the first time, the application in Form C. G. C. 1 will be supported by their budget estimates for the year for which the grants are required.

Note.—Applications unsupported by the audited statements and/Budget Estimates or those sent after the prescribed date or liable to be rejected.

20. *Grant towards loss of fee Income*: A grant equal to the loss in its fee-income at Management rates or Government rates whichever is less may be paid to a College on account of award of fee concessions, scholarships carrying freeships or half-freeships including refund of fees. For this purpose 'Fee income' shall constitute such items of fees as are taken into account under the Free-ship Rules.

21. The grant shall be claimed in an application in Form C. G. C. 2 which should be sent to the Director along with the application for teaching or maintenance grant.

22. *Building grants*: A grant not exceeding half of the total expenditure may be sanctioned to a College.

(*a*) to acquire lands or buildings for the College (s) or Play grounds or for other purposes connected with the College;

(*b*) to construct a new building or improve or extend the existing College building or Canteen buildings, Cycle stand Staff quarters (if the policy of providing staff quarters in such colleges has been approved by Government), for lay-out of play-grounds, sports Pavilion etc.

(*c*) In cases of new buildings, extensions or alterations, the Director or Government must have been convinced of their necessity and have approved their character. Works commenced before obtaining the special permission of the Director or Government as the case may be will not be eligible for grant.

Such grants are subject to a celling limit of Rs. 50,000 per year to any single college.

Note.—If building grants cannot be given for want of funds, loans may be given for the same purpose subject to availability of funds. Rules governing such loans are given in Appendix III.

23. Where private benefaction has been received for the purchase or construction of such buildings the management is permitted to reckon it as part of its share of cost. Should the benefication be in excess of the management's share of cost, such excess shall go to reduce the Government share of cost.

24. An application for the grant shall be made in form C. G. C. 3. In the application, the management should furnish information as to how much money it has at its disposal, and whether the Government Grant applied for will be sufficient for the purchase of the land etc., or for the construction of the building and completing it within the time prescribed by the department. The application should be supported by plans, estimates and specifications, and indicate the manner of calling for and acceptance of tenders in the case of construction of buildings.

Note.—If the lowest tender cannot be accepted in any case, the departure should be made in consultation with the Executive Engineer or other higher authorities of P. W. D. having jurisdiction over the area.

25. (*a*) In the case of grants for construction, improvement, or extension of buildings, every reasonable opportunity shall be afforded by the Management to the Officers of P. W. D., during the progress of the work, to inspect and examine the materials used, to take measurements and to verify whether the building is being constructed on the lines of the plan approved previously so as to enable them to issue the prescribed certificates.

(*b*) If required, the grants may be paid in instalments as the work progresses, the amount so paid being at no time more than the proportionate grant payable on the value of work actually done, as certified by a Divisional Officer of the P. W. D., supported by details as in a Public Works Running Account Bill.

(*c*) The grant, or the last instalment of it when the grant is paid in instalments, shall be payable only on completion of the work on the basis of an account of expenditure incurred, furnished in the P. W. Running Account Bill Form by an Officer of the P. W. D. not below the rank of an Assistant Engineer. The Bill should contain a certificate to the effect that the building has been completed generally in accordance with the approved plans and specifications.

Note.—The last instalment would be so fixed that amount together with the instalments paid previously does not exceed the grant payable for the building on the basis of actual expenditure.

26. The Order sanctioning the grant shall specify the date by which the building should be completed. In case the building is not completed within the period specified above, the Department may call upon the management to explain the delay in construction, and in the event of sufficient cause not being shown, may require the Management to refund, within a reasonable time prescribed, such portion of the grant as may have been drawn and if the Management fails to do so, summarily enter upon and take possession of the incomplete structure with the site on which it stands and all the buildings and materials lying thereon and take such steps and do such acts as the Department may deem necessary for the recovery of the grant drawn.

27. Where works are executed on piece work system or by engaging daily labourers, the management is responsible to see that the work is got supervised by qualified Engineers. For the purpose of drawing the grant or instalments the expenditure should be certified by officers of P. W. D. *vide* Rule 25. The rates adopted in the bill should not exceed the corresponding rates in force in the P. W. D. in any case.

28. Grants may be made under these rules for the purchase of buildings or for improvements and extension of existing buildings also, whether or not they were originally constructed or purchased with the assistance of Government Grants.

29. When the grant applied for is for purchasing a building, the Director should satisfy himself;

(a) Whether the right, title and interest in the building of the seller is established and whether the property will be made over to the College authorities immediately on payment; and

(b) Whether the building is suitable for the purpose in regard to sanitation, lavatory fittings, water supply, ventilation, lighting, adequacy of accommodation, size of rooms, furniture, play-grounds, etc.

30. Before a grant is paid, the management should execute a bond in Form C. G. C. 4 binding itself to abide by the conditions governing the payment of the grant. Where the grant exceeds Rs. 10,000 the management shall execute, in lieu of the above bond, a deed of mortgage of the property in favour of Government in Form C. G. C. 5.

31. It shall be competent for the Department to forbid the use of such buildings or any portion thereof, for such purposes as are considered by the Department to be in consistent with the object of the grant.

32 The management of a College shall be bound to refund the whole or a portion of the building grant drawn by it if a building for the acquisition, construction, extension or improvement of which a grant has been drawn, ceases to be used for the purposes for which the grant was drawn within a period of forty years from the date of the final payment of the grant, the amount refundable bearing the same ratio to the grant drawn, as the period still required to complete 40 years of use of the building bears to 40 years.

EQUIPMENT GRANT

33. Grants may be sanctioned for the purchase of articles of equipment required for the *bona fide* use of a College up to 50% of their value. The articles of equipment recognised for the purpose

are detailed in Appendix IV. Such grants are subject to annual ceiling limits as under:—

I. First Grade Colleges (PUC and Degree Colleges).

		First Four Years per annum – Rs.	Thereafter per Annum–Rs
1.	Arts and Science Colleges.	20,000	10,000
2.	Arts and Commerce Colleges.	10,000	5,000
3.	Law Colleges. ...	10,000	5,000
4.	Arts Colleges. ...	6,000	3,000
5.	Commerce Colleges. ...	6,000	3,000
6.	Science Colleges.	15,000	7,500
7.	Science and Commerce Colleges.	20,000	10,000
8.	Arts and Science and Commerce Colleges.	25,000	12,500

II. Second Grade Colleges (PUC Colleges).

The Ceiling limit for II Grade Colleges shall be 50% of the ceiling limit fixed for corresponding First Grade Colleges.

When a college introduces Arts, Science, Commerce course afresh (for example, an Arts and Commerce College introduces Science course or Arts and Science Colleges introduces commerce course etc.), the ceiling limit for equipment grant shall be what the college would have got but for introducing the new course + the additional amount as indicated under 1, 4, 5 and 6 above, as the case may be for the new course.

These limits are subject to revision from time to time at the discretion of the Government and depend upon the availability of funds.

34 (1) Grants not exceeding Rs. 1,000, in each case, may also be sanctioned for expenditure on equipment of a Capital nature of essential type, such as instalation of Telephone, installation of water supply, pumping set, construction of overhead tank, fencing for garden etc.

(2) No portion of a grant for the purchase of books, furniture or appliances shall ordinarily be paid until the Department is satisfied that the purchase in aid of which the grant is made has actually been completed and that the Books, furniture or appliances purchased have been approved by the Department.

(3) Grants shall not be given to meet the cost of seats or desks of a pattern which has not been approved by the Department.

(4) Grants shall not be given for the purchase of Articles regarding which the Department has not been previously consulted and for which aid has not been promised.

(5) The Grant sanctioned, if any, shall lapse if the amount of grant is not drawn from the Treasury before the end of the financial year for which it was sanctioned.

35. For calculation of the Equipment Grant, the expeniture is arrived at after deducting from the actual expenditure on such equipment the following amounts:—

(i) 50% of the realisations on account of Library fees and recoveries towards cost of books lost, and.

(ii) 75% of the realisations from Laboratory fees and recoveries towards breakages of Laboratory articles.

36. Where a management receives private benefaction (s) it shall be entitled to take full credit for the same in arriving at its share of the cost of the equipment. When however such benefaction is in excess of the management's share of cost, the excess shall go to reduce the Government share of cost.

Note: In the application for grant, a management should furnish a certificate specifying the total amount of benefactions received in respect of the equipment (s).

37. Where a management has built up a Development Fund out of its savings earmarked for purchase of equipment amounting to more than its share of the cost of equipment to be purchased, such excess shall go to reduce the Government share of cost.

38. The application for grant shall be made in Form C. G. C. 6 so as to reach the Director not later than 1st August of each year. it should be supported by a Certificate of essentiality by the Head of the Department of the particular subject of that College countersigned by the Principal.

39. For purchasing of articles of Furniture and laboratory requirements, the Colleges should obtain competitive quotations. In respect of heavy purchases of each group of articles costing more than Rs. 500 tender system shall be adopted. Where articles are got manufactured, the working rates should not exceed the current market rates. In respect of articles for which there are S. P. C rate contracts, rates higher than these rates will not be recognised for the purpose of the grant.

40. If a College which has received aid for purchase of equipment under the above rules is closed or diverted for purposes other than those, for which such grants are admissible, within 10 years from the date on which the last grant was drawn, the Director shall be competent to take over to Government the articles for the supply of which Government grant was paid, or direct that the articles be sold in auction. In the latter case, the proceeds shall be credited to Government subject to payment to the management of such portion of the proceeds as the Government may deem proper.

APPENDICES

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FORMS

		No.	*Rules*
1	Application form for 'on account' grant ...	CGC 1.	19
2	Application form for grant for loss of fee income	CGC 2.2	0
3	Application form for building grant ...	CGC 3.2	4
4	Bond form to be executed on payment of building grant	CGC 4.	30
5	Mortgage deed of property	CGC 5.	30
6	Application form for equipment grant ...	CGC 6.	38

APPENDIX I

(Rule 17)

Items of direct receipts and approved maintenance Expenditure.

(a) Items of Direct receipts:

Fees and fines.—

(i) Tuition fees ... } At standard rates prescribed by
(ii) Tutorial fees ... } Government for calculation of grant in-aid.

(iii) Laboratory fees.
(iv) Library fees.
(v) Admission fees.
(vi) College examination fees
(vii) Transfer certificate fees
(viii) Fees from Ex-students
(ix) Any other fees, for the college proper.
(x) Fines, including amounts recovered for laboratory, breakages and loss of library books,
(xi) Excess of fees *vide* note below Rule 16 (v)
(b) Other miscellaneous receipts.
(i) Any charges collected from the students for specific services (e. g. cycle stand charges etc.)
(ii) Rent recovered in respect of any of the College buildings (excluding Hostel, Gymkhana and residential quarters).
(iii) Fees for extra curricular activities (e. g. Excursions and tours etc)
(iv) Any other miscellaneous receipts for the maintenance of the college.
(c) Grant received towards loss of fee income—

Items of approved expenditure :

(1) Actual salary of teaching, clerical and inferior staff pay or salary at Government rates whichever is less.

(2) Allowance of special nature such as Dearness Allowance, H. R A. etc. at rates sanctioned by competent authority or approved by Government.

(3) Travelling allowance of the members of staff of the college in connection with the work of colleges in accordance with specific rules as approved by the Department not exceeding the rates admissible as per M. C. S. Rs. subject to annual limit of Rs. 1000.

(4) Rents of college buildings.

(a) Rent including ground rent paid to the Land Lord for college buildings if the college does not own its building.
(b) In respect of the building constructed or owned by the college from their own funds *other than* grants from Government, Government of India, local authority or from earmarked donations ;
(i) Reasonable rent as fixed by P. W. D.
(ii) Municipal and other taxes paid on College Buildings.
(iii) Contribution towards the Depreciation Fund subject to a maximum of 2% of the actual cost of construction of that portion of building.
(iv) Actual maintenance and repairs including special repair to charges to a maximum of 3% of the capital cost of the college buildings.

(5) *Contingencies* *

(i) Light and Water.
(ii) Printing and Stationery.
(iii) Gas.
(iv) Postage, Telegram, Telephone charges.
(v) Advertisement charges.
(vi) Clothing to servants on prescribed scale not exceeding Government scale.
(vii) Audit fees (at rates approved by competent authority).
(viii) Affiliation fees.
(ix) Repairs to furniture, typewriters and office equipment
(v) Other miscellaneous items.

*Total expenditure on contingent items to be limited to Rs. 5,000 per annum.

(6) Interest on loans.
(7) Insurance premium on property upto Rs. 1,000 per year.
(8) Expenditure on tours or excursions at prescribed rates for the Government Colleges subject to the maximum of Rs. 1,000 per annum.

APPENDIX II.

(Rule 19)

——————————— College ———————————

FINANCIAL STATEMENT OF ACCOUNTS FOR THE YEAR 19 - 19 -

Receipts.		Expenditure.	
1		2	
	Rs. P.		Rs. P.
Fees due at standard rates prescribed by Government April 19 to March 19 (as shown in the detailed statement attached).—		Expenditure on :	
(1) Amount brought forward from last year's account.		1. Salary of Teaching staff as shown in the detailed statement attached.	
(2) Income from donations *i.e.* interest on donations.		2. Salary of Ministerial and Menial staff (as shown in the detailed statement attached).	
(3) Subscriptions and donations.		3. Travelling Allowance	
(4) Actual receipts by Fees :		4. (a) Rents (should be supported by a certificate granted by the House Rent controller or Executive Engineer, P. W. D. as to the reasonableness of the rent) .	
(a) Tuition fees		(b) Taxes	
(b) Admission and Readmission Fees.		5. Building Repairs and Depreciation.	
(c) Fees and Penal fees		(i) Contribution to Depreciation Fund.	
(d) Laboratory fees		(ii) Depreciation charges	
(e) Library fees		(iii) Ordinary repairs and upkeeps not exceeding 3% of the capital cost of the buildings including special repairs.	
(5) Grant-in-aid-Received :		6 Contingencies :	
(a) Maintenance		(a) Light and Water	
(b) Building		(b) Stationery and Printing.	
(c) Equipment		(c) Gas	
(d) Compensation for loss of fee income.		(d) Postage, Telegram and Telephone.	
(6) Miscellaneous fee receipts (to be specified).		(e) Advertisement charges.	
(7) Scholarships		(f) Clothing to servants.	
(8) Loans		(g) Audit fees.	
(9) Amounts contributed by the Management for the upkeep of the College during the year.		(h) Affiliation fees.	
		(i) Administration charges.	
		(j) Repairs to furniture Typewriters and office equipment,	
Total.			

Receipts.		Expenditure.	Rs. P.
		7. Scholarships.	
		8. Refund of Tuition Fees.	
		9. Expenditure on construction of buildings.	
		10. Expenditure on purchase of furniture.	
		11. Purchase of laboratory equipment.	
		12. Purchase of library books etc.	
		13. Repayment of Loans.	
		14. Outlay not falling under the above heads (to be specified).	
		15. Amount carried over to Next Year's account.	
Total ..		Total ...	

Certificate :—1. On behalf of the Management, I hereby certify that the expenditure shown above have been actually incurred and that no part of it relates to Scholarships or to articles for which a special grant is sanctioned under the Grant-in-aid rules.

Principal.

2. I certify that I have audited the accounts of the College for the year 19.....19.....and that the receipts and expenditure shown in the above statement are correctly stated and supported by proper vouchers.

Auditor.

APPENDIX III.

[*Rule* 22 (note)]

Rules regulating the grant of loans for construction or/and purchase of buildings.

Loans : Loans for construction or purchase of College buildings may be given to aided management on the following conditions :—

(1) The management shall own a suitable site and produce satisfactory evidence of title to it free of encumbrance.

(2) The maximum period for the repayment of the loan shall be 20 years and shall carry interest at the rate fixed by Government at the time of sanction of the loan.

(3) The Department should be satisfied about the ability of the management for the repayment of the loan according to conditions of the loan.

(4) The management shall mortgage the site, the building, and, if considered necessary by the Department its other assets also as security for the payment of the loan and execute necessary mortgage bond.

(5) The conditions regarding plans and estimates and procedure for the construction of the buildings shall be the same as for the construction of the buildings for which grant is sanctioned.

(6) The loan shall be paid in four quarterly instalments on the production of bills relating to completed works certified by the Public Works Department. The first instalment shall be paid in advance after an Agreement bond is executed, adjustments being made if necessary in the succeeding quarterly payment.

(7) The Government grant for the construction of the College building and the loans to be sanctioned should not together exceed 50 per cent of the estimated cost of the College building.

(8) The loan granted under these rules together with interest accrued thereon, shall be repaid in quarterly/half yearly instalments within 20 years.

(9) Recovery will commence next month following the month in which the last instalment of loan is sanctioned.

(10) In case of delay in the repayment of the amount of loan together with interest the amounts so due will be adjusted against the amount of grant due to the institution.

(11) The recovery of interest at ordinary or penal rates etc. would be in accordance with instructions contained in Chapter XII of M. F. C.

APPENDIX IV.

(Rule No. 33)

Statement showing the articles of equipment recognised for purposes of grant.

(a) Benches, writing desks, reversible desks, stools, tables, chairs, black boards and easels.
(b) Almirahs and cupboards for the storage of chemicals, apparatus, tools, books, maps, models, specimens and materials for teaching applinces.
(c) Shelves for books.
(d) Work benches and drawing desks.
(e) Benches, tables, stools. shelves, almirahs and cupboards for practical work in Physics, Chemistry, Zoology, Botany, Geology etc.
(f) Apparatus and appliances for the teaching of Physics.
(g) Chemicals, apparatus and appliances for teaching Chemistry and other subjects,
(h) Apparatus, illustrations, specimens and other appliances for teaching other teachnical subjects.
(i) Typewriters, Cyclostyle machines and duplicators.
(j) Reference books for teachers.
(k) Books for Students' Libraries,
(l) Approved Journals and Magazines.
(m) Maps, charts, diagrams and models.
(n) Clocks and time-pieces.

FORM C. G. C. 1.

(Rule 19)

Application for grants for maintenance, *e.,g.*, Teaching grants.

1. Name and address of college.
2. Society, association or person owning the college.
3. Correspondent (Principal),
4. Classes with strength of each.
5. Approved maintenance expenditure.
6. Direct receipts.
7. Descriptions of donations with yearly income by way of interest from each donation etc.
8. Opening balance on hand as per previous year's financial statement.
9. Remarks.

Declaration:—On behalf of the management of the college, I hereby declare that the conditions of recognition and aid laid down in the Mysore Educational Rules and in the Grant-in-aid Code are being and will continue to be fully observed and that I am prepared to subject the institution, together with its current donations and trust accounts, its establishment, time table and registers to inspect and to furnish such returns as may be required by the Department.

Station..... Principal.

Date.....

FORM C. G. C. 2

(Rule 20)

Application for grant for loss of fee income.

(a) 1. Name of the College.

2. Number of Students who enjoyed full freeships.

3. Rates of free-ships allowed in each case,

*4. Total amount of full freeship granted.

(b) 1. Number of Students to whom half freeships was allowed or sanctioned.

2. Rates of half freeships sanctioned in each case.

*3. Total amount of half freeships.

(c) *Refunds of Fees*.—1. Number of students to whom fees are refunded.

2 Rates,

*3. Total amount fees refunded,

Amount of grant claimed (a) On account of full freeships allowed

(b) On account of half freeships allowed

(c) On account of refund of fees.

Total ...

Remarks if any.—

*NOTE :—Full details showing the names of pupils, their classes cost against each of them and native place should be given in support of the total amount of freeships, half freeships or refunds of fees allowed including refunds of fees (with relevant authority for their sanction).

Declaration :— On behalf of the management of the College, I hereby declare that the conditions of recognition and aid laid down in the Mysore Educational Rules and in the Grant-in-aid Code are being, and will continue to be fully observed and that I am prepared to subject the institution, together with its current donations and trust accounts, its establishment, time table and registers to inspect and to furnish such returns as may be required by the Department.

Certificates: 1. Certified that the amounts of grant preferred in respect of freeships and half freeships were actually allowed to the students during the previous years.

2. Certified that the students for whom the grants are claimed had been on the rolls during the previous years.

3. Certified that the freeships and half-freeships have been allowed as per conditions prescribed by Government in this respect.

4. Certified that the claims preferred are correct and based on relevant records.

Station.....

Date.....

PRINCIPAL.

FORM C. G. C. 3

(Rule 24)

Application for grant for construction of Buildings

1 Name of the college, locality and management.

2 Purpose for which grant is claimed.

3 Strength (average daily attendance) of the college.

4 Accommodation-existing number of rooms and halls and dimensions of each.

5 Proposed additions construction—number of rooms and halls with dimensions of each including purchase of new buildings.

6 Necessity for the proposed construction of original or additional accommodation and total estimated cost.

7 Amount of Government grant applied for.

8 Amount of building grant drawn in previous years.

9 Amount of cost of work actually executed and paid.

10 Number and date of the order sanctioning the grant.

11 Whether the site has been granted by Government or local body and if so under what ordes and terms.

12 Whether the title of the Management to the site is valid and legal.

13 The Agency by which the work will be carried out.

14 The date by which the work will be completed.

15 Remarks.

Note.—Plans and estimates and copies of contracts proposed to be entered into with the contractors for work should be enclosed.

Declaration.—On behalf of the Management of the above institution, I hereby declare that the property is unencumbered and that it will not be alienated or encumbered without the consent of Government and that the conditions of aid laid down in the Grant-in-aid Rules are being and will continue to be fully observed. I also declare that I shall abide by the provisions contained in Rules 22 to 32 of the Grant-in-aid Rules in the event of the building being diverted prior to the lapse of the time limit stipulated after the final payment of grant, to other than educational purposes approved by Government.

Principal.

Station.....

Date.....

FORM No. C. G C. 4

(Rule 30)

Form of agreement to be executed by the management of the College in respect of Building Grants.

We, whose names are entered in the margin and whose signatures appear at the foot thereof, hereby accept the building grant of Rs .....only sanctioned by the Government in their Order No.....dated..... for the construction of..... ...at.....in the District of..... conveyed in the Registrar's Order No.....dated..... ..and in consideration of such grant, we hereby jointly and severally and on behalf of our successors in office and owners for the time being of the premises now to be occupied by the College agree that if prior to the expiration of the time limit fixed in Rule 32 of the Grant-in-aid Code from the date of final payment of the grant the building for which the grant has been drawn ceases to be used for educational purposes approved by the Government, the Management shall refund such portion of the grant as may be determined by the Government, and that if we fail to make such a refund, Government may summarily take possession of the building till the amount is refunded or recover the amount by such means as Government may deem fit,

that in case the grant is not utilised either in part or in full within the period during which it is current, we will forfeit its claim to the portion remaining undrawn,

that in case the building has been only partly constructed with the help of a portion of the grant and remains incomplete after the period for which the full grant was current, the Government may notify and on sufficient cause not being shown, summarily enter upon to take possession of the incomplete structure with the site on which it stands and all the buildings and materials lying thereon and take such steps and do such acts as the Government may deem fit for recovery of such portion of the grant as may have been drawn by us.

Dated this day.....of.....one thousand

nine hundred and.....

Signed by the said.....

In the presence of..... .. ..

FORM C. G. C. 5

(Rule 30)

THIS INDENTURE made this day of One thousand nine hundred and between hereinafter called the mortgagor/mortgagors of the one part and the Governor of Mysore (hereinafter called, 'the Mortgagee' which expression shall where the context admits include his successors in office and assigns) of the other part WHEREAS the mortgagor is/mortgagors are well and truly entitled to and possessed of the piece of parcel of land particularly described in the schedule hereunder written *and has erected and built a school house and other buildings thereon* with the buildings thereon and has enlarged and improved such buildings at an actual cost of Rupees AND WHEREAS the mortgagor has/mortgagors have in accordance with the provisions of the Grant-in-Aid Code of the Mysore Educational Department now in force in the State of Mysore applied to the Government of Mysore (hereinafter called 'the Government') for a grant-in-aid of the sum of Rupees being part of the said sum of Rupees and has/have submitted to the Government the vouchers and certificates referred to in rules and of the said Grant-in-Aid Code as to the cost and completion of such buildings/alterations and WHEREAS the Government have consented and agreed to make the said grant in the manner provided in Chapter of the said Grant-in-Aid Code upon the mortgagor/mortgagors entering into the Covenants on his/their part and giving the security hereinafter contained NOW THIS INDENTURE WITNESSETH that in consideration of the said agreement to make a grant upto a maximum of Rupees and the sum of Rupees only a part thereof now paid by the Government to the mortgagor/mortgagors as he/they the mortgagor doth/mortgagors do hereby acknowledge he/they the mortgagor doth/mortgagors do hereby for himself/themselves his/their respective heirs executors administrators legal representatives and assigns covenant with the Mortgagee

that he/they the mortgagor/mortgagors or his/their heirs executors administrators legal representatives or assigns will from time to time and at all times so long as the said buildings shall be used for the purposes of the said college conduct and manage such college or cause such college to be conducted and managed by the person for the time being in charge of the same in accordance with the rules and regulations for the time being in force in the Mysore Educational Department so far as the same respectively are applicable to the said college AND will not prior to the lapse of years from the date hereof divert or allow to be diverted the said piece or parcel of land particularly described in the schedule hereunder written or any part or portion thereof and/or the buildings and erections now being or which may hereafter be thereon to other than educational purposes approved by the Government AND will during such period keep such buildings in good and substantial order and repairs so that the same may be always efficient for use for the purposes of the said school AND will in the event of the said piece or parcel of land particularly described in the schedule hereunder written or any part or portion thereof and/or the buildings and erections now being or which may hereafter be thereon prior to the lapse of such period ceasing to be used for educational purposes approved by the Government forthwith repay to the Government a sum which shall bear a like proportion to the amount hereby advanced as the unexpired number of years of the period of years limited herein bears to the total number of years so limited PROVIDED always that nothing herein contained shall be deemed to prevent the use by the mortgagor/mortgagors his/their heirs executors administrators, legal representatives or assigns or the person or persons for the time being incharge of the said piece or parcel of land particularly described in the schedule hereunder written or any part or portion thereof and/or the buildings and erections now being or which may hereafter be thereon out of the hours during which the same should be used for the objects of such

college for such other reasonable and proper purposes other than educational as the mortgagor/mortgagors his/their heirs, executors, administrators, legal representatives or assigns or the person or persons for the time being in charge of the said buildings may direct AND THIS INDENTURE FURTHER WITNESSETH that in consideration of the said agreement to make a grant up to a maximum of Rupees and the sum of Rupees only a part thereof now paid as aforesaid the mortgagor/ mortgagors doth/do and each of them doth hereby grant convey and assign unto the Mortgagee all that piece or parcel of land particularly described in the schedule hereunder written together with all and singular the buildings and erections now being or which may hereafter be thereon AND all rights, easements and appurtenances whatsoever usually held or connected therewith or reputed to belong or be appurtenant thereto AND also all furniture, fiixtures fittings, maps and other college apparatus, college books and chattels for the time being in and belonging to or used or to be used for the said college and all the estate right title interest claim, and demand of the mortgagor/mortgagors and each of them into and upon the said hereditements and premises TO HAVE and TO HOLD the said piece or parcel of land hereditaments chattels and effects, and all other the premises expressed to be hereby assured unto the Governor and according to the nature and tenor thereof respectively UPON TRUST to permit the same hereditaments and premises to be used by the mortgagor/mortgagors his/ their heirs, executors, administrators, legal representatives or assigns or his or their nominee or nominees as a college for and with power in case the mortgagor/mortgagors his/their heirs. executors, administrators, legal representatives or assigns shall fail to pay on demand the sum then due and payable in manner hereinbefore provided to sell and absolutely dispose of the said hereditaments and premises and apply the proceeds of such sale after payment thereout of all costs and expenses attending the same in or towards recouping or reimbursing to the Government the said Grant-in-Aid or sum then due and payable hereunder as aforesaid and to pay the surplus if any to the mortgagor/mortgagors his/their heirs, executors, administrator, legal representatives or assigns PROVIDED always that the mortgagee shall not exercise the said power of sale unless and until he shall have caused to be served on the mortgagor/mortgagors his/their, heirs executor administrators, legal representatives or assigns a notice in writing requiring payment of the sum then due and payable hereunder and default has been made in payment thereof for three months after such service PROVIDED ALWAYS and it is hereby agreed and declared that at the expiration of the said period of years hereinbefore referred to the mortgagee shall in the event of the covenants hereinbefore contained on the part of the martgagor/mortgagors his/their heirs, executors, administrators, legal representatives or assigns having been in the meantime duly performed and observed reconvey and reassign at his or their cost unto the mortgagor/ mortgagors his/their heirs, executors, administrators, legal representatives or assigns or as he or they may direct all and singular the piece or parcel of and hereditaments chattels, goods or other premises hereby expressed to be granted, conveyed or assigned.

IN WITNESS whereof the said and Director of Collegiate Education for the State of Mysore acting on behalf of and by the order and direction of the Governor of Mysore have hereunto set their respective hands and seals the day and year first above written.

Schedule to which the above-written indenture refers.

All that piece or parcel of land situated at in the district of and taluka of and in the sub-registration district of registration district of bounded of the north side thereof

on the south side thereof by
on the east side thereof by
and on the West side thereof by
and containing together in the

whole by admeasurement (be the same a little more or less) and all which said piece or parcel of land was formerly in the occupation of
but is now in the occupation of
Signed sealed and delivered by
the abovenamed,
in the presence of
Signed sealed and delivered by the abovenamed
in the presence of

FORM C. G. C. 6

(Rule 38)

Application for Equipment Grant.

1. Name of the College, locality and the management owning it.
2. Number and date of G. O. recognising the College under the Grant-in-Aid Rules.
3. Number of books and articles other than furniture.
4. Description of each article, book, etc., required with cost.
5. Total cost.
6. Amount of equipment grant applied for.
7. In the case of furniture—Classes for which new furniture is required with average students strength.
8. Number of articles of furniture.
9. Description and dimensions of each article of furniture with cost.
10. Total cost.
11. Amount of equipment grant applied for.
12. Total amount of equipment grant applied for (columns 6 and 11).
13. Inspecting Officers' remarks regarding the present necessity.
14. Amount of equipment grant drawn by this College in previous years with No. and date of Government Order sanctioning them.
15. Remarks.

Declaration :—On behalf of the Management of the College, I hereby declare that the conditions of recognition laid down in the Mysore Educational Rules or/and the Grant-in-Aid Rules are being and will continue to be fully observed and that I am prepared to subject the College together with its current endowment, trust accounts, its establishment, time-table and registers to inspection and to furnish such returns as may be required by the Department and that I shall abide by the provisions of Rule 40 of the Grant-in-Aid Rules in the event of the College being closed within 10 years from the date on which the grant has been drawn.

Station ....

Date ..... Secretary.